

## **Minutes of the Grinnell City Council Meeting Monday, November 1, 2004**

The City Council of the City of Grinnell met in regular session in the Council Chambers of the Grinnell Community Center, 927 4<sup>th</sup> Avenue, Grinnell, Iowa, at 7:00 p.m., Monday, November 1, 2004. Mayor Canfield presided.

Roll Call:               PRESENT: Elliott, McNaul, Witt, White, Worley.               ABSENT: Wilson.

### **PERFECTING AND APPROVAL OF AGENDA:**

Moved by WHITE, second by WORLEY, to approve the Agenda and the Consent Agenda as printed. Roll Call Vote: Ayes: White, Worley, McNaul, Witt, Elliott. Motion carried.

### **CONSENT AGENDA:**

- o Previous minutes as drafted from the Monday, October 18, 2004 Regular Session.
- o Approval of the Class BC Liquor License Renewal for Kum and Go, 1002 West Street.

### **MAYOR'S PROCLAMATION:**

Mayor Canfield read the proclamation in regard to the National Family Caregivers Month. Ms. Karen Fred – Director of Grinnell Regional Health – thanked the council for allowing them the opportunity to make citizens aware.

### **PUBLIC HEARING:**

Mayor Canfield opened the Public Hearing for the purpose of reviewing a reviewing a property lease for the construction of a cellular tower by Brooklyn Mutual Telephone Company on the Public Safety Building property located at 611 4<sup>th</sup> Avenue at 7:03 pm. City Clerk Hage stated that no comments or objections were received prior to the meeting. Mayor Canfield requested comments and objections from the citizens present. There were none.

Moved by MCNAUL, second by ELLIOTT, to close the public hearing at 7:07 pm. Roll Call Vote: Ayes: McNaul, Elliott, Worley Witt, White. Motion carried.

Moved by ELLIOTT, second by WITT, to approve the execution of the lease contingent upon final review and approval of the Special Use Permit by the Board of Adjustment. Roll Call Vote: Ayes: Elliott, Witt, Worley, McNaul, White. Motion carried.

### **APPROVAL OF CLAIMS:**

Moved by WHITE, second by MCNAUL, to pay all bills where funds are available. Roll Call: Ayes: White, McNaul, Elliott, Worley, Witt. Motion carried.

### **COMMUNICATIONS/COMMITTEE MINUTES:**

- I. Thank You: Family of Kevin Griffen
- II. Finance Committee Minutes: October 18, 2004
- III. Public Works and Grounds Committee Minutes: October 18, 2004
- IV. Public Safety Committee Minutes: October 27, 2004
- V. Memorial Commission Minutes: September 21, 2004.
- VI. Board of Adjustment: October 15, 2004.
- VII. Grinnell Tourism Group: September 15, 2004.
- VIII. Grinnell Renaissance: September 28, 2004.
- IX. Grinnell City Council Special Session: October 25, 2004.

### **OLD BUSINESS:**

- I. Report from the Finance Committee.
  - o Discussion in regard to the Central Business District Bond Issue including: authorizing financial advisory contract between the city of Grinnell and Piper Jaffray & Co., authorizing the use of the Parity Internet bidding system to receive bids for the purchase of the proposed bonds, authorizing Piper Jaffray & Co. to submit a bid to purchase bonds at a sealed bid and to fix a date for a meeting on the proposition of the issuance of not to exceed \$3,500,000.00 General Obligation Bonds (for essential corporate purpose.)

White reviewed the requirements needed to issue the proposed obligation.

Moved by WHITE, second by ELLIOTT to recommend approval of the agreement with Piper Jaffray. Roll Call Vote: Ayes: White, Elliott, Worley, Witt, McNaul. Motion carried.

Moved by WHITE, second by ELLIOTT, to recommend the use of the Parity Internet bidding system to receive bids for the purchase of the proposed bonds. Roll Call Vote: Ayes: White, Elliott, McNaul, Witt, Worley. Motion carried.

Moved by WHITE, second by ELLIOTT, to authorizing Piper Jaffray & Co. to submit a bid to purchase bonds at a sealed bid. Roll Call Vote: Ayes: White, Elliott, Witt, McNaul, Worley. Motion carried.

- Set a public hearing in regard to an EDSA application on behalf of Wildwood Natural Foods including the approval of the housing needs assessment.

White reviewed the proposed application and the requirement of the funding to comply with CDBG grant guidelines. A public hearing is required before the submission of the application.

Moved by WHITE, second by ELLIOTT, to approve and adopt Resolution 2730: A RESOLUTION TO ESTABLISH A PUBLIC HEARING FOR THE ECONOMIC DEVELOPMENT SET ASIDE APPLICATION FOR WILDFOOD NATURAL FOODS, INC. Roll Call Vote: Ayes: White, Elliott, Worley, McNaul, Witt. Motion carried.

- Review of the Capital Improvement Plan for the parks, swimming pool, and recreation trail.

White reviewed the proposed capital improvement projects for the parks, swimming pool and recreation trail departments including: the park capital improvement plan, restoration/renovation of the bathrooms at Merrill Park, replacement of the Hustler Mower with the 12' cut path, painting the swimming pool, replacement of the 1 ton pickup dump truck, Bailey Park restroom restoration, replacement of the F932 John Deere Mower, trailhead project (extension of the trail from Sunset Street to the municipal swimming pool.)

- Recommendation in regard to the requests for assistance from the Campbell Fund.

The requests were approved as presented.

## II. Report from Public Works & Grounds Committee.

- Review the final acceptance for the Arbor Lake Storm Separators Project. (SEE RESOLUTION NO. 2721 )

Elliott reviewed the project has been completed, although this is truly only the first phase of the project. She noted that 75% of the cost of the project is being funded by the Iowa Department of Natural Resources.

Moved by ELLIOTT, second by WITT, to approve and adopt Resolution 2721: "RESOLUTION ACCEPTING WORK – NORTH ARBOR LAKE STORMWATER SEPARATION PROJECT." Roll Call Vote: Ayes: Elliott, Witt, Worley, White, McNaul. Motion carried.

- Schedule the date for the public hearing in regard to the Hanger Lease for Monday, November 15, 2004 at 7:00 pm at Council Chambers.

Elliott discussed the consideration of the long term lease with Mannatt's for the use of the hanger commonly referred to as the GTE Hanger located at the Grinnell Regional Airport. She explained that because the term of the lease will be more than three years in length, state law requires a public hearing.

Moved by ELLIOTT, second by MCNAUL, to schedule the public hearing in regard to the Hanger Lease for Monday, November 15, 2004 at 7:00 pm at Council Chambers. Roll Call Vote: Ayes: Elliott, McNaul, Worley, White, Witt. Motion carried.

- Approval of Change Order No. 1 in regard to the South Highway 146 Water Main Project.

Elliott discussed the South Highway 146 Water Main Project and the construction required to provide water from the east side of the highway to the west side. The choice the contractor made to complete the boring provided the city a \$1,500.00 savings to the city.

Moved by ELLIOTT, second by MCNAUL, to Resolution 2722: "A RESOLUTION APPROVING CONTRACT CHANGE ORDER NO. 1 WITH SYNERGY CONTRACTING OF ANKENY, IOWA FOR A REDUCTION IN THE CONTRACT AMOUNT OF \$1,500.00 FOR THE SOUTH HIGHWAY 146 WATER MAIN CONSTRUCTION." Roll Call Vote: Ayes: Elliott, McNaul, White, Worley, Witt. Motion carried.

- Review of the final acceptance of the Grinnell Regional Airport – Apron and Taxiway Construction Project.

Elliott informed the council that work has been completed on the Apron and Taxiway Construction Project and that the culvert was replaced at no cost to the City. This project was funded 90% by a grant provided from the FAA.

Moved by ELLIOTT, second by WHITE, to approve and adopt Resolution 2723: "RESOLUTION ACCEPTING WORK – TAXIWAY CONSTRUCTION AND APRON IMPROVEMENTS. Roll Call Vote: Elliott, White, Witt, Worley, McNaul. Motion carried.

Elliott talked broadly about ongoing projects at the airport. Mr. Bill Grabe – CGA – will be present at the next regular council session to discuss the airport layout plan.

The Creek Committee, working jointly with the Public Works and Grounds Committee, has selected the winners of the creek naming contest. The winners will be invited to the Monday, November 15, 2004, regular council session to receive recognition from the Council. The names of the creeks will be: Creek A – Hazel Creek, Creek B – Wood Creek, the confluence of Creek A and B – Hazelwood Creek, Creek C – Hobo Run, Creek D – Sweet Water Creek.

### III. Report from the Planning Committee:

- Recommendation in regard to the planting of trees in the right-of-way.

Worley reviewed the final recommendation in regard to the trees in the right of way ordinance. He summarized the changes to the ordinance including: prohibition of conifers being planted in the right of way, the preparation of the specific list of allowed and prohibited trees, specific guidelines of how and where trees can be planted in the right of way, and that the topping of trees will no longer be allowed.

Elliott questioned the prohibition of conifers or other trees that currently exist in the right-of-way that following the adoption of the new code will no longer be allowed. Worley explained the ordinance would be in effect from its adoption after the third reading. Citizens would not be required to remove their existing trees. Elliott also questioned what happens if a citizen plants their tree prior to an underground utility being located in the area. Worley said that because all utilities must be constructed underground it is likely that the utility would still be placed underneath the tree. The utility company would have the right to maintain the tree as needed to protect the line. Finally, Elliott questioned if a permit fee will be required to be eligible to plant in the right of way. Worley explained the fee is \$50.00 to plant the tree plus \$10.00 per utility that is located in the right of way where the tree is being planted.

Worley further discussed the topping of trees, mutilation of trees and the prohibition of the planting of conifers in the right-of-way due to the solid nature of the foliage limiting intersection visibility. The first reading of the ordinance and the approval of the resolution will be tabled until Monday, November 15, 2004.

- Recommendation in regard to the proposed banner policy.

Worley reviewed the Banner Policy and noted the change of required liability insurance. Elliott pointed out that this policy allows non-city owned banners to be displayed on the poles and prohibits certain organizations/classifications to display banners.

Moved by WORLEY, second by WHITE, to approve and adopt Resolution 2725: "A RESOLUTION APPROVING AND ADOPTING THE BANNER POLICY FOR THE CITY OF GRINNELL, IOWA." Roll Call Vote: Ayes: Worley, White, McNaul, Witt, Elliott. Motion carried.

### IV. Report from the Public Safety Committee.

- Discussion related to the Fire Service responding to personal injury accidents.

Behrens informed the Council that the Fire Chief is drafting a policy that would allow the Fire Department to respond to personal injury accidents. Sicard clarified that this policy would only apply to the day shift hours.

- Recommendation in regard to parking near 8<sup>th</sup> Avenue and East Street.

Behrens summarized the ongoing construction has highlighted the alternate day parking problem. Due to the change over required for parking on East and Elm Streets there often times are cars parked on both sides of the street. This has resulted in making the streets very narrow and limited visibility in the intersections.

Moved by MCNAUL, second by WHITE, to introduce and conduct the first reading of Ordinance No. 1239: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO

CHAPTER 13, SECTION 13-508 (PARKING RESTRICTIONS.)" Roll Call Vote: McNaul, White, Elliott, Worley, Witt. Motion carried

- o Recommendation in regard to the alley between Lake Nyanza and Washington Avenue.

Behrens explained this alley is only wide enough, in normal circumstances, to support one way traffic. However due to the limited use of the alley, conflict would be unlikely. The adjacent property owners have requested the alley be returned to two-way traffic.

Moved by WHITE, second by WORLEY, to introduce and conduct the first reading of Ordinance for Ordinance No. 1240: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 13, SECTION 13-503 (ONE WAY ALLEYS.)" Roll Call Vote: White, Worley, McNaul, Witt, Elliott. Motion carried.

Behrens requested that Chief Matherly summarize the remaining items.

- o Discussion in regard to the appointment required for the State Homeland Security Grant Program.

Matherly detailed that the State Homeland Security Grant Program is a regionalized grant program in which the county must identify two representatives to address the county's needs. The individuals that will represent Poweshiek County are Rick Puls and Tom Sheets.

- o Discussion in regard to the Poweshiek County Emergency Management Position.

The position of Poweshiek County Emergency Manager is currently vacant due to Doug Schutt running for a board of supervisors seat. With the vacancy, the position is under review to determine whether it should be a full time or part time position and how the City of Grinnell would be required to contribute funding. Law requires that the position exist. The position would continue to exist at the county level. Matherly stated the importance of the position is to mitigate possible incidents and assist the agencies in preparing for them. The position is currently being covered in the interim by a 28E agreement with the Jasper County Emergency Manager.

- o Discussion in regard to the police department schedule and positions.

Matherly explained the restructuring of the police department. He noted that the budget only approved the staffing of 14 officers. Matherly feels the current management structure of the department is too top heavy. He has been working with the union for scheduling; however the demotion of two sergeants will be necessary to meet the department's efficiency needs. The demotions are not disciplinary; they are due to lack of man power. Matherly has presented the issue to Public Safety and will be discussing the item with Civil Service.

Elliott questioned the change in shift scheduling. Matherly explained that currently the department is on twelve hour shifts. To accommodate the reduction in staffing, he felt it was necessary to change to eight hour shifts. Behrens noted that there is interest in the department to allow the shifts to remain at twelve hours. Matherly agreed however still feels that the eight hour shifts will be needed to manage the limited number of staff.

Elliott commented that twelve hour shifts were never discussed until the three additional positions had been authorized. Matherly stated he is doing his best to work within the budget that has been approved by the City Council.

NEW BUSINESS: NONE.

#### APPROVAL AND ADOPTION OF THE RESOLUTIONS:

Moved by WHITE, second by ELLIOTT, to approve and adopt Resolution 2720: "RESOLUTION FIXING A DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$3,500,000.00 GENERAL OBLIGATION BONDS (FOR AN ESSENTIAL CORPORATE PURPOSE) OF GRINNELL, IOWA AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF." Roll Call Vote: Ayes: White, Elliott, McNaul, Witt, Worley. Motion carried.

Moved by WORLEY, second by ELLIOTT, to approve and adopt Resolution 2726: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Charlaine R. Ewan, 520 State Street.)" Roll Call Vote: Ayes: Worley, Elliott, Witt, White, McNaul. Motion carried.

Moved by ELLIOTT, second by MCNAUL, to approve and adopt Resolution 2727: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Rev. Scott and Mrs. Jean Libbey, 516 State Street.)"

Roll Call Vote: Ayes: Elliott, McNaul, Worley, White, Witt. Motion carried.

Moved by ELLIOTT, second by WORLEY, to approve and adopt Resolution 2728: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Susan S. Johnson, 519 State Street.)"

Roll Call Vote: Ayes: Elliott, Worley, McNaul, Witt, White. Motion carried.

Moved by WORLEY, second by ELLIOTT, to approve and adopt Resolution 2729: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Jennie C. Canfield, 515 State Street.)"

Roll Call Vote: Ayes: Worley, Elliott, Witt, White, McNaul. Motion carried.

INQUIRIES: None.

ADJOURN:

Moved by WORLEY, second by ELLIOTT, to adjourn this regular session of the Grinnell City Council at 7:59 pm. Vote: (5) ayes, motion carried.

ATTEST:

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Gordon Canfield, Mayor

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Cassandra R. Hage, City Clerk